

**I give notice that
a Kinloch Representative Group Meeting will be held on:**

Date:	Thursday, 2 May 2019
Time:	3.00pm
Location:	Kinloch Community Hall Mata Place Kinloch

AGENDA

MEMBERSHIP

Chairperson Cr Rosanne Jollands

Deputy Chairperson Mr Tim Brittain

Members

- Mr Bruce Campbell
- Cr Barry Hickling
- Cr Christine Rankin
- Mayor David Trewavas
- Ms Belinda Walker

Quorum 4

Gareth Green
Chief Executive Officer

Order Of Business

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3.1 KINLOCH REPRESENTATIVE GROUP MEETING - 28 FEBRUARY 2019

Author: Raeleen Rihari, Democratic Services Support Officer

Authorised by: Alan Menhennet, Head of Finance and Strategy

RECOMMENDATION(S)

That the minutes of the Kinloch Representative Group meeting held on Thursday 28 February 2019 be confirmed as a true and correct record.

ATTACHMENTS

1. Kinloch Representative Group Meeting Minutes - 28 February 2019

4.1 ACTION POINTS UPDATE

Author: Tina Jakes, Head of Democracy, Governance and Venues

Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

To provide an update to members on outstanding items from previous meetings of the Kinloch Representative Group.

RECOMMENDATION(S)

That the Kinloch Representative Group receives the current action points update.

ATTACHMENTS

1. Kinloch Action Sheet (A2396333)

4.2 TAUPŌ DISTRICT COUNCIL LONG-TERM PLAN AMENDMENT

Author: Philip King, Building Project Manager

Authorised by: Gareth Green, Chief Executive Officer

PURPOSE

This item is for the Building Project Manager to discuss the Long-Term Plan Amendment in relation to Council's administration building.

DISCUSSION

Taupō District Council requires a purpose built building to accommodate the district's administration headquarters and four options being considered. These four options form part of the Long-term Plan Amendment Consultation Document. This consultation document was adopted by Councillor's last week and the following four options will be consulted on with our community during April:

Issue A – Council administration building

Option 1: Long-term lease (purposely built by a landlord, investor or developer) [Civic Administration Building - High-level requirements](#)

Option 2: 72 Lake Terrace (the former site) [72 Lake Terrace Feasibility Study](#)

Option 3: 61-67 Tūwharetoa Street (carpark opposite Plateau Restaurant, behind Burger King) [Tūwharetoa Street Feasibility Study](#)

Option 4: Tongariro Domain (as part of the Master Plan) [Tongariro Domain Master Plan](#)

Issue B – Taupō Museum

Option 1 – Do not build a new museum

Option 2 – Build a new museum.

A business case was also developed to measure and compare each of the four options.

CONCLUSION

The consultation period runs from April 2, 2019 until May 3, 2019. The Representative Group is encouraged to provide feedback and make a submission if wanted as well as ask any questions relating to this project.

RECOMMENDATION(S)

That the Kinloch Representative Group receives the information and

ATTACHMENTS

Nil

4.3 TAUPŌ DISTRICT COUNCIL ASSET MANAGEMENT PLANNING

Author: Brent Aitken, Asset Manager - Storm Water and Solid Waste

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

To provide the Kinloch Representative Group with a high level overview of asset management within the organisation.

RECOMMENDATION(S)

That the Kinloch Representative Group receives the information in relation to Council's asset management planning.

ATTACHMENTS

1. Asset Management Presentation Notes (A2433676)

4.4 TAUPŌ DISTRICT COUNCIL PROJECT MANAGEMENT METHODOLOGY

Author: Travis Delich, Project Management Advisor

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

This item is for the Project Management Advisor to present information on Council's approach to project management, as well as discuss steps implemented to improve our delivery on current projects.

DISCUSSION

Council has an ambitious list of projects to deliver as part of the Long-Term Plan. In an effort to improve our delivery of projects, Council have adopted a project management methodology which sets out what we want to achieve. This includes -

- A consistent and phased approach to project management
- Improvements in understanding the scope of our projects and what we are delivering
- Improvements in the quality of what we are delivering
- Improvements with our project engagement and communication
- Improving how we cluster projects to procure and deliver
- Ensuring we are realising the benefits of the projects we deliver

CONCLUSION

This presentation is to support the Representative Group to have a better understanding of the process and guidelines staff are expected to follow to help ensure the success of a project.

A PowerPoint is also attached for further information (refer Attachment 1).

RECOMMENDATION(S)

That the Kinloch Representative Group receives the information on project management methodology.

ATTACHMENTS

1. TDC Project Management Methodology Powerpoint (A2436996)

4.5 UPDATE ON KINLOCH COMMUNITY PLAN AND VISION

Author: Tina Jakes, Head of Democracy, Governance and Venues

Authorised by: Gareth Green, Chief Executive Officer

PURPOSE

This item permits the Group to discuss the vision and community plan for Kinloch and receive an update on any progress to date.

RECOMMENDATION(S)

That the Kinloch Representative Group receives the information.

ATTACHMENTS

Nil

4.6 MEMBERS' REPORTS

Author: Tina Jakes, Head of Democracy, Governance and Venues

Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

This item permits members to provide feedback on any items of interest arising from meetings they have attended.

No debate and/or resolution is permitted on any of the reports.

CONCLUSION

Members' reports will be presented at the meeting for receipt.

RECOMMENDATION(S)

That the Kinloch Representative Group receives the reports from members.

ATTACHMENTS

Nil